

**Members Present:** Greg Heyer, Scott Carpenter, Amit Saini

**Public Present:** Amber Soter, ZA,

**7:00 PM – G. Heyer** called the meeting to order. Scott Carpenter was present via conference call.

Amber Soter update the PC that the official charter for an Energy Committee was established at last night's Selectboard meeting. We now have a guideline of tasks, goals, expectations for interested members.

The board received 2 proposals for their upcoming Municipal Planning Grant. The board spent the meeting going over their evaluation criteria matrix. The categories they used to guide the evaluations were; Qualification, Demonstration of overall project understanding and project area, clarity of the proposal and creativity, submission of complete proposal, score of work & fees, Methodology to complete project/timeline/schedule. Both applicants were very qualified to perform the requested tasks and had many years of experience. The approaches were different and while both were great, one stood out more than the other. The Planning Commission has decided to go with the SE Group for this MPG. They feel that the local experience and knowledge will be helpful versus being from the Central to Southern end of the State. They liked the approach to the "what if" scenarios, and directly targeting large landowners and farmers for feedback. They also appreciated the idea of a team working on the project to expand ideas and knowledge base.

**7:35 PM- A. Saini** made a motion to contract the SE Group to help complete the Municipal Planning Grant. **S. Carpenter 2<sup>nd</sup>**. All in favor.

**7:40 PM- A. Saini** made a motion to approve the minutes from January 21, 2020. **S. Carpenter 2<sup>nd</sup>**. All in favor.

The next Planning Commission meeting is currently to be determined.

**7:50 PM – A. Saini** moved to adjourn; **S. Carpenter** second. All in favor.

Respectfully submitted,  
Amber Soter, Assistant to the Planning Commission

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

For the Planning Commission

.....*These minutes are unofficial until approved at the next regularly-scheduled meeting. All motions were unanimous unless otherwise indicated.*